



University of New Mexico Staff Council 2024 Resolution

Name: Development of an effective communication plan to all staff about FLSA changes by HR

Authors: The Staff Council Executive Committee

Approved on October 29, 2024

1. **WHEREAS** the University of New Mexico (UNM) Staff Council recognizes the importance of transparency and ensuring that all staff are informed about significant changes that impact their compensation, and,
2. **WHEREAS** recent changes to the Fair Labor Standards Act (FLSA) mandate adjustments to the salary thresholds for exempt and non-exempt employees, directly affecting UNM staff compensation, and,
3. **WHEREAS** it is essential that UNM staff are provided with clear and accessible information about how these FLSA changes will impact their specific roles, classifications, and compensation, and,
4. **WHEREAS** the University has a responsibility to support staff in preparing for these changes, including informing them of available resources and options, and,
5. **WHEREAS** effective communication is critical to ensuring that staff are fully aware of and understand the impact of these FLSA changes,
6. **THEREFORE**, be it resolved that the UNM Staff Council strongly urges the UNM Human Resources Department continue to develop and implement a comprehensive and effective communication plan to inform all staff of the FLSA changes and their potential impact on staff compensation and classifications, and,
7. **THEREFORE**, be it further resolved that UNM Human Resources develop a process or assessment tool to review and, if necessary, reclassify positions impacted by the FLSA changes, specifically those that may have been converted from exempt to non-exempt, ensuring that classifications reflect the nature of the work performed.

8. **THEREFORE**, be it further resolved that UNM Human Resources quickly develop workshops for staff impacted regarding how the change will reflect their take home pay, pay schedule, how to manage the change pay schedule regarding paying bills, and how they will need to start reporting time.
9. **THEREFORE**, be it further resolved that UNM Human Resources quickly develop workshops for managers with staff affected by this change on how to approve time, how to assess budget needs regarding potential overtime, and how to work with their staff to approve/deny overtime.

Copies of this Resolution shall be sent to: Policy Owner Kevin Stevenson, Vice President for Human Resources; Board of Regents; Dr. Garnett Stokes, President; Teresa Costantinidis, Senior Vice President for Finance and Administration; Dr. James Holloway, Provost and Executive Vice President of Academic Affairs; Dr. Mike Richards, Interim Executive Vice President for HSC and CEO of the UNM Health System; Dr. Assata Zerai, Vice President for Equity and Inclusion; Cinnamon Blair, Chief Marketing and Communications Officer; Sidney Mason Coon, Policy Officer; and The Daily Lobo.